

Texas Parks and Recreation Department

REC GRANTS ONLINE

Local Parks Urban Outdoor Grant Application

Applying entity population must exceed 500,000 based on the 2010 census, and CAN ONLY INCLUDE: Dallas, Dallas County, Fort Worth, Tarrant County, El Paso, El Paso County, Austin, Travis County, San Antonio, Bexar County, Houston, Harris County, Hidalgo County, Collin County, Denton County and Fort Bend County.

Only one application will be accepted per program per applicant.

APPLICANT INFORMATION

Instructions:

Required fields are marked with a red asterisk (*)

Sponsor Information

Name of Sponsor/Applying Entity: City of Houston Parks and Recreation Department

Sponsor City: Houston

Sponsor Address (Street): 2999 S. Wayside Dr.

Sponsor State: Texas

Sponsor County: Harris County

Sponsor Zip Code: 77023

Sponsor Phone: (832) 395-7000

Sponsor Fax (if applicable):

Tax ID #/Comptroller ID (if government entity): 17460011640

Tax Exempt #/EIN (If Non-profit): N/A

SAM - CAGE Code: 412X1

Unique Entity Identifier (formerly DUNS): 832125058

Primary Grant Management Contact for this Application

Application's Primary Contact: If primary contact is not shown in the dropdown menu, your Sponsor Administrator will need to add that person to this application (instructions for doing that can be found [HERE](#)). Primary Contact Information will populate below after saving the page.

Primary Contact Information:

Primary Contact First Name: Rose

Primary Contact M.I.:

Primary Contact Last Name: Esteves

Primary Contact Title/Position: Senior Community Liaison

Primary Contact Address (Street): 2999 S. Wayside Dr.
Primary Contact City: Houston
Primary Contact State: Texas
Primary Contact Zip Code: 77023
Primary Contact Phone: (832) 395-7058
Primary Contact Fax (if applicable):
Primary Contact Email: rose.esteves@houstontx.gov

Application Prepared By

Is the 'Primary Grant Management Contact' the person preparing this application for submission?

Yes

ELIGIBILITY CONFIRMATION, LEGAL INFORMATION AND COMPLIANCE

Instructions: Required fields are marked with a red asterisk (*)

Eligibility Information

Sponsor Entity Type:

Eligible sponsors include local units of government that have legislative authority to provide recreation to their citizens. If you are unsure if your organization is eligible to apply, please contact Local Park Grant Staff before applying.

- ✓ City
- County
- Utility District
- Other Local Unit of Government

Population: *

- 1 to 20,000
- 20,001 to 500,000
- ✓ 500,000 or more

Legal Information

Do you have your Unique Entity Identifier and SAMS Number?

Yes

Have you read the Certification and Program Assurances document in its entirety?

Yes

Did your applying entity adopt a Resolution authorizing the submittal of this grant application prior to the grant application deadline?

Yes

The Official named in the Resolution authorizing the grant application:

Official's Full Name (First, Middle Initial, Last): Kenneth Allen

Official's Title/Position with Sponsor Organization: Director

Official's Mailing Address (Street): 2999 S. Wayside Dr.

Official's City: Houston

Official's State: Texas

Official's Zip: 77023

Official's Phone Number: 832-395-7050

Applicant's Certification and Program Assurance

Upload your signed Certification and Program Assurances:

Applicant's Resolution

Upload your signed and adopted Resolution:

*

Compliance

Have you received funding from a program housed in the Texas Parks and Wildlife Recreation Grants Branch in the past? This includes Recreational Trails, the Community Outdoor Outreach Program, Target Range, Boating Access, Boating Infrastructure, and the Clean Vessel Program.

Yes

Are any of these grants active? *

Yes

If yes, please list all active grants. If no, please type 'N/A'.

48- 001181 HOUSTON EDGEWOOD PARK (76%) (2019) - \$761,415

55- 000042 HOUSTON EDGEWOOD PARK (24%) (2019) - \$238,585

STATE RIDER - MELROSE PARK (2020) = \$1,000,000

STATE RIDER - KEITH-WIESS PARK (2020) = \$1,000,000

General Project Information

Project Name: Charlton Park Improvement Project

Statement of Work: Provide a detailed summary of the proposed project. Provide a detailed summary (Example located HERE) of the proposed project. Include: 1) what new facilities will be constructed, 2) what existing facilities will be replaced or renovated, 3) what general site improvements (e.g. demolition, site preparation, landscaping, habitat improvements, etc.) will be completed as part of this project, 4) the anticipated life space of the facilities to be funded as part of this project. (5000 characters)

Charlton Park at 8200 Park Place, Houston, TX 77017 is an 8.7-acre neighborhood park acquired by the City of Houston in 1926. The park is located in the Park Place Super Neighborhood where the community has been involved in master planning for the park. Proposed improvements for this project include civic art, a new playground and splashpad, sidewalks, an open lawn area, drainage improvements, and installation of benches, picnic tables, and BBQ grills. To enhance habitat for urban wildlife and migrating birds the following elements will be added: the creation of a bioswale with educational signage; preservation of existing native trees; and habitat restoration throughout the riparian corridor along Sims Bayou with the removal of invasive species and addition of native trees and grasses. All lighting on the site will be upgraded to LED and directed downward to protect birds and bats utilizing the space at night.

Current amenities at Charlton Park include an outdated playground, a community center and basketball pavilion, two tennis courts and a volleyball court (to be removed), site lighting, information kiosk, drinking fountains and a paved parking lot. Even though outdated, the playground equipment is a draw for neighborhood children, and the tennis courts do the same for everyone wanting to swing a racket. Directly across Sims Bayou, the beauty of Houston Botanic Garden extends the tree-shaded environment loved by birds and park visitors, as does the Houston Audubon Society's Sims Bayou Nature Center, adjacent to the parks at 3997 River Drive.

Project Goals

The project goals section can be worth up to 10 points in the Local Park Grant scoring criteria. List the goals and objectives of the project. These should be specific, measurable, attainable, relevant, and timely (SMART). We have developed technical assistance HERE for developing your goals. Reference your Parks Master Plan or other local planning documents while describing your goals. *. * (0 of 8000)

Goal 1: To increase access to and participation in the outdoors in a park-poor area by 2024.

Objectives:

- a. Host 3 public meetings and one community survey to discuss the needs and interests of residents and engage them in the design of the new park during 2021.
- b. Hire a consultant in 2021 to design the new park amenities based on the needs identified below.
- c. Proposed design will provide a minimum of six high-quality, accessible outdoor recreational amenities to increase and facilitate access to people of all ages and abilities.
- d. The proposed design will protect and interpret the property's cultural resources by preserving its architectural features while working with the existing amenities to improve the park.

Goal 2: To educate, inform and engage citizens in support of conservation and recreation.

Objectives:

- a. The development of bioswale with educational signage will promote and provide outdoor education, while increasing awareness of the value of urban ecosystems.
- c. Habitat restoration along the riparian corridor of the bayou by removing invasive species and planting native plants and trees will provide for a healthier and natural open space.
- d. Once the project is completed and as part of the ribbon cutting ceremony, a tree planting event will take place to promote citizen participation in hands-on conservation.

Goal 3: To practice, encourage and enable HPARD to continuously improve park management systems.

Activities:

- a. Once the improvements to the park are completed, HPARD will manage amenities through its Facility Management and Development Division. The Greenspace Management Division will manage natural areas under the expertise of its Natural Resource Management Program and its Forestry Office.
- b. Long term maintenance of facilities will follow HPARD's standards.

Describe how your project supports: (1) the current TPWD Land & Water Resources Conservation & Recreation Plan, (2) the Texas Outdoor Recreation Plan, (3) Local Park Grant project management requirements, and (4) local priorities. * (0 of 8000)

The project goals and activities were created to meet part of the priorities established by the TPWD Land & Water Resources Conservation & Recreation Plan. The proposed improvements to the Charlton Park are part of the original Houston Parks Master Plan. The conceptual plan for this park was developed taking under consideration the needs and interests identified for Park Sector 6 and includes the following two categorical priorities:

1. **Demonstrate Environmental Leadership:** The conservation of public lands for park and recreation in the city where concrete roads and buildings rule the space becomes a priority for HPARD. As part of this conservation effort, HPARD will preserve the existing trees, will remove invasive species, will add more native trees and plants, and a bioswale with educational signage to help create natural habitats for urban wildlife, migratory birds and monarch butterflies. Interpretative signage on-site will provide environmental facts about the bioswale and riparian area to educate park visitors. The proposed project enhances the greenspace that filters storm water runoff. The number of native trees and plants on-site will nearly triple, providing oxygen and acting as a lung for this urban community.

2. **Improve Recreation Programming by Addressing the Needs of the Users:** The proposed improvements to Charlton Park addresses four of the top priorities of HPARD Parks Master Plan for Park Sector 6 including revitalize existing parks, develop neighborhood connections to parks and trails, preserve environmentally sensitive areas, and develop new park facilities.

An inventory of existing parks within the Park Place neighborhood identified that Charlton Park is the only park providing residents access within a ½ mile or 10-minute walk of their homes. The renovated BBQ grills, table and benches, ADA accessible playground, intergenerational exercise station, splashpad, walking path and connections to parking and sidewalk, and open space will provide opportunities for residents to congregate and recreate with their children and neighbors. Improvements to this park will establish a dynamic gathering place for residents of all ages and abilities that embraces the preservation of its physical architecture and cultural uniqueness of this urban environment while creating an important public space for the enjoyment of the outdoors.

Describe both short- and long-term outdoor recreation benefits that will be achieved as a result of this project. *(0 of 8000)

The City of Houston is the largest city in the United States without zoning laws, Park Place's treelined streets are home to residential, multi-family units and industrial warehouses. Over 3,000 people live within a ½ mile or 10-minute walk to Charlton Park and its residents need access to open spaces and outdoor recreation opportunities to appreciate nature and exercise.

The Charlton Park will provide opportunities for the appreciation of nature-based areas and enhanced outdoor recreation facilities. ADA accessible play elements for people of all ages and abilities will promote open play and physical activity with new playground, and exercise equipment, a splash pad, open lawn area, and walking path.

The Charlton Park will provide opportunities for the appreciation and preservation of site-based natural resources by means of interpretation and facilities. Existing trees on the property will be preserved, invasive species will be removed and additional evergreen trees planted to create a mini-forested area and provide users with additional shade. The park will increase green space for this neighborhood by creating an open play lawn area,

adding evergreen trees, creating a bioswale with educational signage, and performing habitat restoration along the bayou. These natural features will provide habitat for urban wildlife, migratory birds and monarch butterflies in an area surrounded by concrete. Also, these areas will help filter storm water runoff. The number of trees on-site will nearly triple, providing oxygen and acting as a lung for this urban community. On-site interpretative signage for the bioswale and riparian corridor will educate the community about the migration and challenges of migratory birds and monarch butterflies.

Residents living in this south east service area of Park Place will directly benefit from the environmental and outdoor recreational opportunities provided by the Charlton Park including increased social and community engagement, and connecting with nature and the outdoors. Research shows that parks promote public health and revitalize local economies while connecting people to the great outdoors and to each other. For the 80 percent of Americans who live in or near a city, neighborhood parks offer the closest connection to nature. Yet, today there is only 1 park for every 3,000 people in America. As a result, an entire generation is growing up disconnected from nature and the outdoors, missing out on the fun and relaxation that parks provide. HPARD's vision in this densely populated, fast developing area is to conserve open spaces for outdoor recreation. By acquiring and conserving land, HPARD increases access to a safe place to play and enjoy the outdoors and their neighbors.

If there are any other projects planned for the same site in the next three years, explain how this project fits with them.

NO

Project Site Information

Provide a site plan that is clear and easy-to-read. Site plans should contain the following features:

Clear project boundary that encompasses the entire recreational area
Street names
Acreage
True north arrow
Boundaries of acquisition tracts, if applicable
Utilities, including overhead power lines
Easements
Significant natural or existing recreational features
Estimated location of proposed recreation and support elements

To see examples of suitable site plans, click [HERE](#).

Upload Site Plan Document: *

Satellite or Aerial Map

Please upload a satellite or aerial map of the property:

Upload Satellite or Aerial Map Document: *

Project Intended Uses

Project Type *

- ☐ Land acquisition only
- ☒ Development/Renovation only
- ☐ Land acquisition AND development/renovation combination

Is this an Indoor or Outdoor Project? If unsure please contact Local Park Grants Staff. *

- ☐ Indoor
- ☒ Outdoor

For outdoor grants, are there any pre-existing or planned indoor facilities on site?

Yes

If so, describe how the structure supports outdoor recreation:

The Charlton Park Community Center provides HPARD After-School and Summer Enrichment Programs for children ages 6 to 13 years of age. Open gym and fitness room provide opportunities for teens and adults to exercise and/or play. An arts and craft room provides seniors with a gathering place for socialization and creativity. Most of these participants are also active users of the outdoors amenities to be enhanced at the park.

Will this proposal create a new public park/recreation area where none previously existed? *

No

Is your site contiguous with or connected to any federally owned recreation area?

No

Is this a multi-use site (example: school, reservoir, etc.)? If yes, explain how often the public will have recreation access to the site and what kinds of restrictions to outdoor public use will occur:

No

Describe the nature of any rights-of-way, easements, reversionary interests, etc., within the proposed recreation area:

There are several rights-of-way for site utilities (electricity/water/sewer), stormwater drainage, drainage ditches and sidewalk, and an easement along the riparian corridor for Sims Bayou.

PROJECT LEGAL CONTROL

Instructions: All required fields are marked with a red asterisk (*)

Local park grant projects encompass a broad range of development activities and take place in diverse landscapes. Certain types of projects and landscapes may require additional documentation to be eligible for grant funding. Please make sure that you have identified your project type and project landscape and that you have provided information in the sections relevant to your project. See our list of required documents [HERE](#).

Please note that the appropriate documentation for your project must be received at the time of application. Feel free to contact Local Park Grant staff ahead of the application deadline with any questions you may have about appropriate documentation.

You must select 'Yes' for at least one of the following options:

- ✓ **Projects on Existing, Sponsor Owned Parkland Acquisition Projects**
- Projects on Publicly Owned Non-Parkland**
- Projects on Leased Land**
- Project on Existing, Sponsor-owned Parkland**

Project on Existing, Sponsor-owned Parkland

Do you own the parkland to be developed or renovated? *

Yes

Please upload proof of ownership, such as a deed. If a deed is not available at the time of application, please contact Local Park Grant staff ahead of the deadline. If funded, the project must secure a clear, legal title before a grant agreement can be issued.

This upload field is REQUIRED for projects on sponsor-owned land:

Acquisition Projects

Please note that any acquisition that is included in the budget must provide evidence of land value from a third-party professional, such as a real estate broker or appraiser, at the time of application. While we do not require an appraisal at the time of application, funded acquisition projects must provide appraisals as part of their project management tasks. These appraisals undergo a review process to verify the land value. Appraisals must be accepted by the Texas Parks and Wildlife Department before construction can begin. Please consider this information in your timeline and in your project budget.

Will this project include the acquisition of new land? *

No

Projects Using the Value of Publicly-Owned Non-Parkland as Match

Dedicating sponsor-owned non-parkland as parkland (PONP) in perpetuity may be an eligible matching expense for projects. To qualify, the parcel of land must never have been dedicated as a park, used informally as a park, or acquired by the sponsor for the purpose of becoming parkland. Typically, these projects take place on land acquired for a different public purpose, such as developing a City facility, but those plans did not come to fruition. Please read the Publicly-Owned Non-Parkland Assurances form in its entirety and verify that your parcel meets the conditions. before proceeding.

Special note for 2022 Local Parks Grant applicants: Please contact Local Park Grants Staff before developing an application reliant on the value of publicly-owned non-parkland (PONP) for match, as they are ineligible for funding from the federal Land and Water Conservation Fund. We anticipate these federal dollars will comprise the majority of our available grant funds for Non-Urban Outdoor and Urban Outdoor grants this year.

Note: The use of Publicly-Owned Non-Parkland as match disqualifies application for Federal funding.

Is this land publicly-owned non-parkland? *

No

Will this project involve leased land? *

No

Upload proof of drilling/mining protection (draft is acceptable):

FLOODPLAINS/WETLANDS AND MAINTENANCE

Instructions: Required fields are marked with a red asterisk (*)

Projects in Floodplains or Wetlands

Projects in floodplain/wetland areas must identify themselves at the time of application and include additional documentation. These include a map of the floodplain/wetland area and documentation of a local media notice about the intention to develop in the floodplain. If you are unsure whether your project area qualifies as a floodplain or wetland, please contact local park grant staff ahead of the application deadline. You may also check the FEMA website [here](#) and reference the Texas Outdoor Recreation Plan section on wetlands [HERE](#).

Floodplain: The lowland and relatively flat areas adjoining inland and coastal waters including flood-prone areas of offshore islands, including at a minimum the 100-year floodplain.

Wetlands: Those areas that are inundated by surface or ground water with a frequency sufficient to support, and under normal circumstances support, a prevalence of vegetative or aquatic life that requires saturated or seasonally saturated soil conditions for growth and reproduction. Wetlands generally include swamps, marshes, bogs, and similar areas such as sloughs, potholes, wet meadows, river overflows, mud flats, and natural ponds. Additional information on wetlands is available from the Texas Outdoor Recreation Plan (TORP) Chapter 3 - Wetlands.

Is any part of the project area within a 100-year floodplain or include wetlands? *

Yes

Maintenance Requirements

The sponsor is responsible for the maintenance and operation of the parks funded under this program. Elements constructed as a part of this grant program must be maintained and operable for a minimum 25 years, or useful life determination by a registered design professional, following project completion. Swimming pools and Indoor facilities must be maintained and operable for a minimum 40 years following project completion. All funded-assisted sites must remain well-maintained and dedicated parkland in perpetuity under the original project boundaries.

This portion of the application corresponds to the Organizational Capacity portion of our scoring criteria and is worth 10 points. In the box below, describe both of the following:

Grant Management: Describe by name and title each staff member responsible for managing this grant. Describe their past experiences managing grant funds, particularly from LWCF or other federal awards. Describe their experience satisfying compliance

requirements related to NEPA, NHPA, and local development guidelines. If partners are or will be involved in the grant project's implementation, describe their roles.

Long-Term Maintenance and Operations: Describe the staff and funding resources in place to properly operate and maintain grant supported facilities 25 years into the future and to maintain the site as parkland in perpetuity. If you are adding new facilities to your community, please explain how you will incorporate the specific needs of these elements into your maintenance and operations processes. If partners will be involved with long-term management of the property, describe those roles. You may want to consult the post-project responsibilities documentation [HERE](#). (4000 characters)

Grant Management: HPARD Management and Finance Division and its Deputy Director, Cheryl Johnson with over 20 years of experience, oversees grant management for all external funded projects including LWCF. It has a Development Staff and an Accounting Team to search, apply and manage public and private funds especially federal funds from sources such as TXDOT, TPWD, TXGLO and TCEQ. The City of Houston General Service Department and its Division Manager, Lisa Johnson with over 20 years of experience, oversees the procurement of professional and construction services, and manages all contract services to implement the conceptual plan of the park project using the approved budget. Her team is composed of professional architects with extensive experience satisfying compliance requirements related to NEPA, NHPA, and local development guidelines.

Long-Term Maintenance and Operations: Houston Parks and Recreation Department (HPARD) has legal control of 6000 North Main Street, Houston TX 77009 and will secure that its outdoor recreational amenities remain well-maintained and dedicated parkland in perpetuity under the original project boundaries. The City of Houston Council approves an annual budget to secure sufficient staff (over 700 positions) and resources to manage all city-wide facilities and parks. HPARD was created in 1926 and since then has had the capacity to properly operate and maintain grant supported facilities 25 years into the future. HPARD Greenspace Management Division will have the sole responsibility for the ground maintenance of the Charlton Park which includes trash pickup three times a week and a mowing cycle of 21 days. HPARD Facility Management and Development Division maintains electrical and plumbing components, as well as other park amenities such as playgrounds and benches. HPARD affirms maintenance of the permanent program acknowledgement sign created and installed at project site upon completion.

Please upload a copy of your operations and maintenance plan, or an example of a maintenance and operation plan.

Please see technical assistance [HERE](#).

PROJECT GEOGRAPHY

Instructions:

If there are multiple Project Sites, please enter and save your data for the first Site, and then click the 'ADD' button in the top right corner to add additional project sites. Required Fields are marked with a red asterisk (*)

Project Site

Project Site Name: Charlton Park

Existing Park Acreage at Project Site (If applicable): 8.73

New Acquisition Park Acreage at Project Site (if applicable): No

County Name for proposed Project Site Location: Harris

Texas Senate District Number for proposed project location: 6

Texas House of Representatives District # for the proposed project location: 24

US Congressional District Number for the proposed project location: 144,145,147

LATITUDE at the park entrance (as - or + ddd.ddddr): 29.687724

LONGITUDE at the park entrance (as - or + ddd.ddddr): -95.273787

Physical Address of Project Site:

Street: 8200 Park Place

City: Houston

State: Texas

Zip: 77017

Describe the characteristics of the surrounding land uses at Project site. e.g. Residential (single-family, multi-family, rural), Commercial, Agricultural, Industrial, Parks, etc.

North (100 characters or less): * The entrance to the Houston Botanical Garden, Park Place Boulevard follow by a few commercial properties and an elementary school

South (100 characters or less): Houston Audubon Society's Sims Bayou Nature Center, River Drive follow by residential properties

East (100 characters or less): * The intersection of Harrisburg St/ River Drive follow by a library, catholic church and school

West (100 characters or less): * Sims Bayou follow by Houston Botanical Garden

PROJECT LOCATION/TIMELINE

Instructions: Required fields are marked with a red asterisk (*)

Project Location

Location Map: This is to identify the general area within a county or large city. A sample is available [HERE](#). If multiple files, scan into one document and upload.

Upload Location Map Document:

Vicinity Map: This is to specify the project location with legible street names. A sample is available [HERE](#). If multiple files, scan into one document and upload.

Upload Vicinity Map Document: *

Site Photographs: If multiple files, scan into one document and upload. A sample is available [HERE](#).

Upload Site Photographs Document:

Project Timeline

Please review the grant timeline in the “General Information” document. Projects have three years to complete all pre-construction tasks, appraise and acquire land, construct grant elements, request reimbursement and open the park to the public. Note that construction must not occur until after a grant agreement is in place and all plans and permits have been reviewed by the agency in order to be eligible for reimbursement. Professional services that occur before the grant agreement date are eligible for reimbursement if a pre-agreement date is included in the application. Please consider the tasks that need to be completed before receiving a notice to proceed with construction from TPWD in your timeline, as well as local environmental and policy factors that will need to be addressed.

Describe your estimated timeline for achieving project completion given the timing of the grant program: (0 of 4000)

ACTIVITY: TIME FRAME

Commission Approval: Begin 3-year project period (4-year max)

Grant Agreement Execution (Department & Sponsor): As soon as possible after Commission approval

Quarterly Status Reports (beginning with Commission approval): On or before January 15th, April 15th, July 15th and October 15th

City Council Approves Design Contract/Work Authorization: Within 120 days of grant agreement date

Design Consultant completes Master Plan Concepts: 120 days from Notice to Proceed

Final Illustrative Plan preparation with Phase I Site Plan (CAD) and Phase I Cost Estimate approved by City Officials: 60 days from approval of Master Plan Concepts

Construction Plan Submission to TPWD: Within 10 months of grant agreement date

Prepare Bid Documents, Permitting and Bid Project: 60 days from approval of Illustrative Plan

Council Approves Contract and GSD Releases Notice to Proceed (NTP) with Construction: 60 days from bid closure

Construction completed: 90 days from NTP

TPWD Site Visit: Upon completion of construction activities

Periodic Reimbursement Billings: Every 90 days if possible (minimum \$10,000 request)

Project Completion and Grant Close-Out: Within 3 years after Commission approval

How will the project be constructed? Click all that apply *

- Force Account**
- ✓ **Contract (ex. Design, Bid, Build)**
- ✓ **In Kind**
- Volunteers**

If your project is acquisition-only, describe how and when will the site be made open and accessible for public outdoor recreation use (signage, entries, parking, site improvements, allowable activities, etc.)? (0 of 2500)

Not Applicable

Itemized Budget

All TPWD Local Park Grants are matching grants, meaning the sponsor must match each grant dollar requested. If an applicant requests \$250,000 in grant funding, they would need to provide \$250,000 of their own funds. Grant funds are distributed via reimbursements requested by the sponsor once the grant is active. A sample budget can be viewed [HERE](#).

A. Professional services: These may not exceed 12% of the estimated construction cost. You may select a pre-agreement date for professional services. If awarded a grant, you may request reimbursement for professional service costs incurred before the grant agreement date.

B. Land Acquisition Costs: If acquiring land, please provide a credible estimate for its value. You do not need to have the land appraised at the time of application, but you must provide support for your land value estimates from a third-party, preferably via a broker's opinion letter. If using the land value as match because it is being donated or because it is publicly-owned non-parkland, please note: the actual appraised value will determine the amount we can reimburse. Please provide the most reasonable amount possible.

C. Construction Costs: Please provide an itemized budget with credible cost estimates for each recreational and support element proposed in the grant application.

NOTE: Grant elements are ONLY those expenses for which you will be requesting reimbursement if the grant is approved. Grant elements = grant funds (50%) + applicant match (50%).

Overmatch elements are ONLY those expenses for which you are covering the costs above the grant limit, overmatching the grant or constructing elements not part of the grant. You may receive points if the project demonstrates outside support above and beyond the required match, but you will not be scored on the individual elements in overmatch and overmatch will not be part of the grant agreement.

Beginning date of pre-agreement services: Must be within 3 years of application due date

Budget Narrative *

Please provide a brief budget narrative. Describe and quantify the costs associated with professional services, land acquisition, and the construction of the grant elements. Describe your match source and indicate which portions of the project will be covered by the match, and which parts will be covered by the grant. (0 of 8000)

The budget is divided into the design phase and the construction phase. A landscape architect is hired to develop the overall master plan for the park and provide cost estimates. The City of Houston issues a Request for Qualifications every five years to select a variety of consultant professionals needed to complete preliminary work before any acquisition or construction project. Construction projects need to follow the procurement process established by the City of Houston Strategic Purchasing Department which follows all federal, state and local regulations. Once a project is bid and proposals submitted, a committee reviews proposals and prepares a bid tabulation which are presented to City Council for review and to approve the final construction contract. The Request for City Council to approve an Ordinance to submit a grant application must identify the source of match required. City of Houston funds from various accounts are identified and presented as part of the Ordinance approval process. The City Controller certifies the availability of the funds for the match prior to signing the Ordinance.

How did you derive your cost estimate? What assurances are there that the costs listed are reasonable? Please consider local labor markets, variability in construction material costs, and the local park grant timeline when determining your costs.

Upload verification of pricing information. Examples include manufacturer-produced estimates, professionally prepared/sealed cost estimates. If land acquisition is included in your application, you must provide land valuation documentation.

Sponsor Match

What is the source of your match?

City of Houston and Gulfgate Redevelopment Authority

Please upload commitment letters or other documentation that verifies all sources of required match and their availability.

Do you have additional matching funds (overmatch) beyond the required amount? (Please note: overmatch is NOT required)

No

Environmental Information

Please provide accurate and detailed information. Sparse information or inaccurate information may result in further permitting requirements if the project is selected for funding. Thorough information submitted in the Environmental Information form can contribute to points received in the Conservation area of our scoring criteria.

Describe the existing site conditions. (2000 character)

Explain why the site is suitable for the type of recreation proposed. How do the existing features make the site desirable for recreation? (2000 character)

Is there any history of ground contamination at the Project Site(s)? *

No

Does the site include any elements that visually detract from the recreation experience or that represent a potential public safety hazard, including overhead powerlines? *

No

Describe the soils and topography at the Project Site(s). For guidance, please see the Web Soil Survey technical assistance [HERE](#). *(0 of 4000)

The 8200 Park Place, Houston, TX 77017 property is an 8.73-acre developed, triangular shaped property. The City of Houston acquired the first five acres in 1926 which has been used as a park since 1911. The property covered concrete structures and a parking area. It has natural features such as trees and is adjacent to Sims Bayou and its riparian corridor. No major elevation changes exist on the property, leaving the property basically flat and uniform. The property is in the Gulf Coast Prairie region, which is characterized by well-developed clayey soils with high shrink-swell properties. The primary soil type expected to be found once demolition of the asphalt surface is performed is hydric soils, the most common soil found in this area. Pedestrian access to the site is available from Park Place Boulevard (north) and River Drive (east). The property has no wetlands nor does it fall within a 100-year floodplain (see attachments for FEMA Flood Map and Wetland Map). The City of Houston provides utilities to the site, and a utility easement crosses around and throughout the property including stormwater drainage. There are a few light poles located in the boundary of the property.

Describe any rare, threatened, or endangered species at the Project Site(s), if applicable. For guidance, please see the Rare, Threatened, Endangered Species technical assistance located [HERE](#). (0 of 8000)

Even though Harris County is home to several endangered, threatened and rare species, no endangered, threatened or rare species have been identified at or near this property. The 8200 Park Place, Houston, TX 77017 has natural features for urban wildlife and migratory birds. It doesn't contain any habitat for any threatened or endangered species of animals, plants, significant mineral values nor unique geological formations or historical sites. The property does not have any sites that are a federal, state, or local government identified area recognized in an acceptable, published planning document for having valuable or vulnerable natural resources, ecological processes, or rare, threatened, or endangered species of vegetation or wildlife.

Does the project site include an existing natural water body? *

Yes

For Urban Projects:

Is this an Urban Project (does it take place in areas with populations above 500,000)? *

Yes

All projects taking place in areas with populations above 500,000 must consult with a TPWD biologist no later than 30 days before the application deadline to determine potential environmental impacts of development. Upload a letter from a TPWD biologist:

Have any other environmental reviews taken place? If so, please provide the dates, purpose for the review, and for whom they were conducted.

No

ENVIRONMENTAL IMPACTS

Please provide an accurate assessment of resources. Most projects will have multiple categories that are minor impacts.

	Environmental Resources Impact	Briefly Describe the Potential Impacts
Geological resources: soils, slopes, streambeds, landforms, etc	N/A	N/A
Air Quality	N/A	N/A
Sound (noise impacts)	Minor Impact	Construction equipment and activities will have a minor impact in the noise level near the area of the proposed site.
Water quality/quantity	N/A	N/A
Streamflow Characteristic	N/A	N/A
Marine/estuarine	N/A	N/A
Floodplains/wetlands(may require additional documentation)	N/A	N/A
Land use/ownership patterns, property values, community livability	Minor Impacts	Community livability is enhanced by increased recreation opportunities, and property values of the surrounding area may increase.
Circulation, transportation	N/A	N/A
Plant/animal/fish species of special concern or habitat; state/ federal listed or proposed listing	N/A	N/A
Unique ecosystems (biosphere reserves, World Heritage sites, old growth forests, etc.)	N/A	N/A
Unique or important wildlife/ wildlife habitat	N/A	N/A
Unique or important fish/habitat	N/A	N/A
Introduction or promotion of invasive species (plant or animal)	N/A	N/A
Recreation resources, including parks, open space, conservation areas, rec. trails, facilities, services,	Minor Impacts	New park amenities will offer more outdoor recreation opportunities for the community.

opportunities, public access, etc.		
Accessibility for populations with disabilities	Minor Impacts	ADA accessible parking, exercise station and playground will provide outdoor recreation for people of all ages and abilities.
Overall aesthetics, special characteristics/features	Minor Impacts	New walking path will provide access to existing and new park amenities.
Historical/cultural resources, including landscapes, ethnographic, archeological, structures, etc.	N/A	N/A
Socioeconomics, including employment, occupation, income changes, tax base, infrastructure	Minor Impacts	Increased participation in outdoor recreational opportunities have a positive effect on residents. Improvements to the infrastructure of the park enhance overall neighborhood increasing home values and tax base in the area.
Minority and low-income populations	N/A	N/A
Energy resources (geothermal, fossil fuels, etc.)	N/A	N/A
Other agency or tribal land use plans or policies	N/A	N/A
Land/structures with history of contamination/hazardous materials even if remediated	N/A	N/A
Other important environmental resources that should be addressed	Impact Exceeds Minor	To enhance habitat for urban wildlife and migrating birds the following elements will be added: bioswale, habitat restoration along the riparian corridor, preservation of existing native trees; removal of invasive species; and the addition of native trees and grasses.

How was the information identified in the tables derived and what sources of data were used to justify the impact selection? *

Who contributed to filling out the Environmental Resources Survey (include name, title, agency) and what qualifications do they have that provide the necessary resource expertise to determine impact significance? *

PROJECT NARRATIVE

Instructions:

The project narrative section of this application asks for information related to the five core values of the Texas Parks and Wildlife Department: Excellence, Integrity, Service, Teamwork, and Sustainability. All required fields are marked with a red asterisk (*)

Is this your service area's first park? *

No

Public Input

Do you have a parks master plan that adheres to the TPWD Guidelines and that was submitted for review 60 days ahead of the grant deadline? *

No

Did you engage the public in the design and development of this park proposal outside a parks master planning process? *

Yes

If yes, please upload documentation surrounding the public input for this project (master plans, surveys, etc.): *

Community Need

Access to the Park

Describe how the public will safely access the park, including pedestrians, cyclists, and populations without personal automobiles. If access is not currently available, describe how and when park access will be achieved.

The Charlton Park is located at 8200 Park Place, Houston, TX 77017. The 8.73-acre is located southeast of Houston near the east side of the intersection of Interstates 45 and 610, specifically on the northeast corner of the intersection of Harrisburg St/ River Drive and Park Place Blvd. Street access is available on River Drive (west), pedestrian access is available on both River Drive and Park Place Blvd (north). The triangular-shaped park site is bound on the west and north sides by sidewalks. A proposed walking trail will provide access to existing and new park amenities. There will be a renovated parking lot near the community center and basketball pavilion to provide access to those that can't walk to the park. Because it is a neighborhood park, most users are expected to walk. Cyclists can also safely ride to the park through quiet neighborhood streets. The nearest bus stop is on the side walk of Park Place Blvd. adjacent to the park.

Accessibility

Resources on all-abilities park development can be found [HERE](#).

How are access requirements under the Americans with Disabilities Act (ADA) and Architectural Barriers Act (ABA) being addressed in this project?

Does the project incorporate features serving people with disabilities, such as special equipment or universal design?

Charlton Park takes under consideration the high percentage of seniors and people with disability who live in the area. In the Park Place area, 12% of the population is 60 or older (Census 2010). In regards to people with a disability, city-wide statistics show that 20% of Houstonians have a disability. The proposed project has been designed to ensure that all park amenities are fully accessible. These amenities will facilitate the mobility of citizens with disabilities and older citizens throughout the park to ensure a positive and engaging recreational experience with their family, neighbors and friends. The accessible design components selected for this project include:

- a concrete pad that connects park users with all amenities;
- ADA accessible parking spaces
- shelter structures with benches at transfer height and companion seating spaces;
- play/exercise area with poured-in-place rubber accessible surface, global motion play structure with transfer station, and ground component play elements such as music panels and talk tubes;
- seating areas with benches and companion seating spaces;
- ADA drinking fountain;

These components will increase participation in this park and promote active and healthy lifestyles for the entire community including older citizens and people with disabilities. The Houston Parks and Recreation Department takes every available opportunity to ensure its parks and facilities are accessible and appealing to persons with disabilities. The project will incorporate universal design as prescribed in the Americans with Disabilities Act. Charlton Park's design will meet federal and state required accessibility standards for people of all abilities. The project will further our commitment to universal design by incorporating an accessible playground for children within the range of 2-5 years old range, as well as 5-12 years old.

Conservation

Conservation is worth 20 points in our scoring criteria. You can earn points in both this section and in the Environmental Information and Impacts section.

Resources on conservation efforts suitable for local parks can be found [HERE](#).

Describe and quantify any sensitive resources in the project area, such as prairie, woodlands, riparian areas, karst, wetlands, and streams or other water features. Explain how the site design will protect, enhance, or restore these resources.

0 of 4000

There riparian corridor along Sims Bayou is a sensitive natural resource in the project area which will be protected and enhanced by removing invasive species and planting additional native trees and plants. The project design will also have a bioswale with educational signage.

Identify any cultural resources available on site. Describe your process for identifying cultural resources. Indicate any progress you have made towards receiving clearance from Texas Historical Commission. See technical assistance [HERE](#) for guidance.

8200 Park Place, Houston, TX 77017 was established in 1911. The potential for archeological resources is low as the site has been severely disturbed in three previous park improvement projects. The first episode occurred when the City built tennis courts at Charlton Park in 1952. The second episode occurred in 1970 when the City built a new community center building and gymnasium. The third episode occurred in 2001 when additional improvements were made at the park. The Section 106 and Antiquities Code of Texas Review has been submitted to THC for review. The information submitted notes the site has been extensively disturbed over the years. The project has been assigned to an archeologist and an architect for review as confirmed by the archeologist. A response from THC is pending.

Upload your letter indicating Section 106 compliance from the Texas Historical Commission:

Describe how the project will cultivate support for and awareness of natural and cultural resource conservation.0 of 1500

Houston's cross-country suburban sprawl began in the city's early days. Far from downtown, the community of Park Place was already in existence in the early Twentieth Century, occupying a tree-shaded, park-like setting on the bank of Sims Bayou. A five-acre site beside the bayou was designated as a park. It became a popular location for Sunday picnics for Houstonians, who reached it by taking the Harrisburg streetcar to the end of the line, then riding a private jitney to Park Place. In 1911, the Interurban rail line was built between Houston and Galveston, with a stop at Park Place, simplifying the trip for those intent on a Sunday outing. Briefly incorporated as a city, Park Place was annexed by the City of Houston in 1926, and the park became a city park. In 1931 a 1.29-acre site was added to it for \$2,836, and in 1937 an additional 1.57 acres were added for \$3,500. It was renamed in honor of George Charlton, the one and only mayor of Park Place, in 1939. The City built tennis courts at Charlton Park in 1952, and in 1965 the old clubhouse was remodeled to keep it usable until it could be replaced. In 1970, a Capital Improvement initiative was passed, making it possible to build a new community center building and gymnasium. Plans were drawn up by the architectural firm Graecen, Houston, and Rogers, and in 1972 the demolition of the old building was undertaken and the construction of the new one was begun by the Alpha Building Corporation. The budget for the community center complex was \$209,800. It was opened to the public on September 13, 1973, and has been well used ever since.

The protection and enhancement of the riparian corridor, the removal of invasive species, the addition of native trees and plants, and the creation of a bioswale with education signage will raise awareness for the significance of cultivating support for natural resource conservation.

Upload any additional resources or maps that illustrate sensitive resources:

Sustainable Design

Sustainability is worth 20 points in our scoring criteria. Resources on sustainable park design can be found [HERE](#).

Explain any sustainability planning completed for proposed project. Include any coordination with or fulfillment of city or regional sustainability plans. 0 of 1500

Describe features included in the project scope that: 1) will pursue reductions in energy, water, emissions, and material use compared to conventional park design, and 2) integrate resource best management practices.0 of 1500

Sustainable Design

Houston Parks and Recreation Department (HPARD) creates a park experience for visitors of all ages by improving the Charlton Park. The location of the new walking path will augment the City's Walkable Places initiative, which encourages pedestrian friendly environments as a means of reducing automobile traffic. The project will also include adopted elements of the City's Resilient Houston Plan such as habitat restoration,

removal of invasive species, native tree and plants plantings at the riparian corridor adjacent to Sims Bayou, and a bioswale to address stormwater detention. This project will develop new park amenities that are centrally located and landscaped with native plants and trees that provide additional shade, thrive in Houston's weather and improve the environment. Using a drip irrigation system, these natural areas will use little water to become established. All new park amenities will be developed using unique design features that blend them with the history, architecture and culture of this neighborhood using weather friendly materials for long durability under Houston's weather, and focusing on safety. All new amenities meet present-day safety, accessibility and durability standards. The design incorporates the use of LED lighting throughout the park. As part of the master plan for the park, natural areas with interpretative signage will be developed and existing trees will be strategically preserved for the park.

The bioswale and improvements to the riparian corridor will aid in the retention of stormwater runoff as well as reduce the heat island effect caused by concentrations of impermeable surfaces. Permeable pavers in parking stalls will drain to a bioswale/rain garden will help retain stormwater runoff and simultaneously support native plantings. Repurposing existing park lights to utilize high efficiency LED lights, will conserve energy. Play equipment and fall surface contain recycled materials. The water play area will feature low water usage nozzles that can be regulated with an automatic controller to conserve water. Trees, shrubs and bioswale plantings will be confined to native species, which are well adapted to our climate and which require less maintenance and resources.

Are there any costs associated with sustainable design elements included in your proposal? 0 of 2000

Describe how these features will be maintained over the 25-year project life (40 years for swimming pools). Please note that applications for pools, splashpads, and aquatic facilities should consult with TPWD prior to submission.0 of 2000

For aquatic facilities such as splashpads and pools, please describe how water use will be monitored. For splashpads, please include how water will be recirculated or reused. 0 of 2000

The new park amenities will be constructed of high-quality material and are both structurally sound and feature finishes which require limited maintenance. Energy saving LED lights have a lifespan of twice the normal lifespan of traditional mercury vapor lights and four times that of traditional tungsten style lights. Proposed native plantings are tolerant of our climate and will require less maintenance due to longer lifespans and less manual watering.

Consultation with Subject Matter Expert

Resources on subject matter experts can be found here:

Local Parks Grants - TCEQ Guidelines

Local Parks Grants - TDLR Guidelines

Local Parks Grants - THC Guidelines

Local Parks Grants - USACE Guidelines

Local Parks Grants - USFWS Guidelines

Describe and list all consultation with any subject matter experts (SMEs) or outside agencies regarding the acquisition, planning, design, natural and cultural resource protection, and construction of the project. Include details such as names of experts and dates of consultations. 0 of 2400

TPWD Urban Biologist: Diana Foss – site visit on September 20, 2021

HPARD Natural Resource Manager – Kelli Ondracek

Landscape Architect – Clark Condon Associates

What best practices were suggested by SMEs? How were these included in the project scope and/or site design? 0 of 2400

The creation of a safe, wholesome and inclusive experience for park users forms the very basis of the Charlton Park Improvement Project. The design features a protective plan for existing native trees. The design for the park is feedback driven and includes amenities that the neighborhood was interested in and will appeal to people of all ages and abilities. The Project seeks to utilize the latest in energy saving technology as prescribed by code. Stormwater retention is also a serious consideration in our area and steps have been taken to retain stormwater on site for a longer period to prevent overtaxing the surrounding stormwater system. The park is designed to not only meet prescribed Texas Accessibility Standards requirements, but will go beyond those requirements through the installation of an accessible playground. The park design will exceed federal requirements for Americans with Disabilities Act and Texas Accessibility Standards by employing accessible entry and exit points and an accessible playground. A site visit with a Texas Parks and Wildlife Urban Biologist was performed for a preliminary review of the site plan and to provide a letter of support for the project. HPARD Natural Resource Manager, who is familiar with the site, has met with the project architect to discuss the habitat restoration of the riparian corridor and the bioswale, as well as any other natural resources on-site.

Have any environmental reviews, permitting processes, or NEPA compliance actions taken place? If not, identify which relevant compliance actions may be required for your project and describe a plan of action.0 of 2400

No

Upload consultations, permits, environmental reviews, and other outcomes from SME engagement:

Outside Support

Please describe any community mobilization or support for the proposed project.
0 of 2400

The adjacent Park Place Civic Association has been an early and strong advocate for the need to improve the park. Representatives from the neighborhood have attended public meetings and expressed their priorities.

Upload documentation of community mobilization or support for the proposed project:

Supporting Documents

Please upload any additional supporting documentation you would like us to consider here:



LEGEND	PROPERTY BOUNDARY
	100 YEAR FLOOD PLAIN
	EXISTING TREE BUFFER
	EXISTING OVERHEAD POWER LINES
	EXISTING TREES TO REMAIN
	EXISTING SITE AMENITIES
	EXISTING SITE LIGHTING
	TREE PRESERVATION AREA BY OTHERS

THE DRAWING IS FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED FOR CONSTRUCTION. THE DRAWING IS NOT TO BE USED FOR CONSTRUCTION. THE DRAWING IS NOT TO BE USED FOR CONSTRUCTION. THE DRAWING IS NOT TO BE USED FOR CONSTRUCTION.